

**ROOSEVELT TOWNSHIP
BOARD MEETING
AGENDA
February 9, 2026**

1. Call to Order
2. Agenda approval
3. Minutes – January 12, 2026, Board Meeting
4. January Treasurer's Report
5. Claims for Approval
6. Road & Equipment Reports
 - Equipment
 - Roads
7. Board of Audit
8. Board Recommendation for 2027 Levy
9. Discussion on any changes to Group Life Insurance
10. Open Forum

Other Information:

None

ADJOURNMENT

**ROOSEVELT TOWNSHIP
BOARD MEETING
January 12, 2026**

- The meeting was called to Order at 7:01 pm by Chairman, Sonya Crocker, all officers present.

Sonya led the Flag Pledge.

- Motion by Sonya to approve the agenda as written, 2nd by Darla all approved, motion carried.
- Motion by Sonya to approve December 8th, 2025, Board Minutes as written, motion was 2nd by Darla, all approved, motion carried.
- Sonya moved to accept the December Treasurer's report as read; 2nd by Jim, all approved, motion carried.
- Sonya mentions that the MN Labor said that we owed Jacoby 9.3 hours of time and a half. We had 24 hours to pay this however Breanna said she did not pull out PERA so we had to cover the \$9.67 employee part of his PERA, we did bill him. Sonya moved to approve the claims as listed, motion was 2nd by Darla, all approved, motion carried.
- Road & Equipment Report:
 - Mark Johnson is here from Richardson Township. Since we vacated Hannah that was their trade for South Platte Road. He would like us to come up with a number and then bill them starting December 8th, 2025. Slade and Jim will work on a number and present it at the annual meeting. As for Hannah Lake, Mark is thinking we may not need to have the attorneys draw up an easement since it is road right of way and we got 33ft of right of way on each time.
 - Equipment: Running good – keeping everything greased.
 - Roads: No complaints, lots of sand on the roads.
 - Gravel on the roads this summer. We need to get prices together for the levy ready for February meeting. Slade would like to put a 3" lift on all the roads. Ed suggested this last summer to hire out someone to buy and haul the gravel. Bonnie needs the numbers before the meeting. Slade is thinking the truck is still a good running truck with only 110,000 miles he thinks it is a great truck for what we do. So maybe hold off on a new truck and focus more on the graveling roads. Doesn't cost much just yet to keep it maintained, cleaned and running we have a few more years for this. Still, some brush to clean up but nothing major. Not much expenses for 2027 as we are hoping to do this in 2026.
- Slade pay to monthly – Slade is okay with this. Sonya makes a motion that we will be paying Slade monthly, 2nd by Jim, all approved, motion carried.
- Paid Leave Percentage – must pay at least 50%. Sonya makes a motion to cover 100% of the Paid Leave Percentage, 2nd by Darla, all approved, motion carried.

- Employee Policy – Something Breanna said she will look over and hopefully have something to present soon.
- Sonya makes a motion to have these 3 ladies be election judges for the March 2026 election, Bonnie Orton, Sherry Shockman, and Darla Kellner, 2nd by Jim, all approved, motion carried.
- Open Forum:
 - Darla is wondering if we have the flag. Bonnie said Roy is having troubles getting a flag. The VFW has them for \$30, we should just buy on so we can have one.
 - Slade mentions we should be reimbursing Jim for \$50 for his cell phone. Sonya makes a motion to reimburse Jim \$50 for his cell phone, 2nd by Darla, all approved motion carried.

Other information:

- Township Election, Tues March 10, 2026, 5pm – 8pm
- Annual Town Meeting, Tues., March 10, 2026, approx. 8:30pm
- IRS sets 2026 business standard mileage rate at 72.5 cents per mile, up 2.5 cents.

At 7:50 pm, Sonya moved to close the meeting, 2nd by Darla, all in favor, motion passed.

Meeting adjourned.

Breanna Cielinski
Roosevelt Township Clerk

Approved _____
Sonya Crocker, Chairman

TOWN OF ROOSEVELT
OFFICE OF THE TREASURER
24561 Williams Road
Hillman, MN 56338
(320) 247-2105

DATE: 1/31/2026
MONTH January

FROM BANK STATEMENT:

\$248,461.37 DEERWOOD CHECKING ENDING BALANCE
\$-00 DEDUCT CHECKS OUTSTANDING
\$248,461.37 TOTAL

CHECKS OUTSTANDING:

TREASURER SIGNATURE:



Outstanding Checks and Deposits in Transit Report

2/2/2026

Date of Report : 2/2/2026

Total

Fund Name: All Funds

Date Range: 01/01/2026 To 01/31/2026

<u>Date</u>	<u>Remitter</u>	<u>Receipt #</u>	<u>Description</u>	<u>Deposit ID</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-P</u>	<u>Total</u>
01/21/2026	Ameripride Linen Services	123497	Court Settlement	(01/21/2026) -	N	Reimbursements	100-36206-	\$ 14.40
								\$ 14.40
01/21/2026	Garrison Township	123498	Camp Lake Road Maintenance	(01/21/2026) -	N	Garrison Township Road Maintenance	201-34303-	\$ 540.00
								\$ 540.00
01/21/2026	Breanna Cielinski	123499	Clerk Filing Fee	(01/21/2026) -	N	Filing Fees	100-34110-	\$ 2.00
								\$ 2.00
01/21/2026	Sonya Crocker	123500	Filing Fee	(01/21/2026) -	N	Filing Fees	100-34110-	\$ 2.00
								\$ 2.00
01/21/2026	Jim Rolsing	123501	Filing Fee	(01/21/2026) -	N	Filing Fees	100-34110-	\$ 2.00
								\$ 2.00
01/21/2026	CWC Auditor	123502	2026 Tax Settlement	(01/21/2026) -	N	Current Ad Valorem Taxes	100-31010-	\$ 841.52
						Current Ad Valorem Taxes	201-31010-	\$ 3,038.81
						Current Ad Valorem Taxes	225-31010-	\$ 561.01
						Current Ad Valorem Taxes	240-31010-	\$ 233.75
								\$ 4,675.09
								\$ 5,235.49

Total for Selected Receipts

For the Period: 1/1/2026 To 1/31/2026

<u>Name of Fund</u>	<u>Beginning Balance</u>	<u>Total Receipts</u>	<u>Total Disbursed</u>	<u>Ending Balance</u>	<u>Less Deposits In Transit</u>	<u>Plus Outstanding Checks</u>	<u>Total Per Bank Statement</u>
General Fund	\$68,115.61	\$861.92	\$10,270.52	\$58,707.01	\$0.00	\$0.00	\$58,707.01
Road and Bridge	\$142,644.43	\$3,578.81	\$3,011.17	\$143,212.07	\$0.00	\$0.00	\$143,212.07
Recycling Fund	\$565.27	\$0.00	\$0.00	\$565.27	\$0.00	\$0.00	\$565.27
Fire Protection Fund	\$32,770.74	\$561.01	\$3,994.25	\$29,337.50	\$0.00	\$0.00	\$29,337.50
New Equipment/Gravel Fund	\$11,497.87	\$233.75	\$0.00	\$11,731.62	\$0.00	\$0.00	\$11,731.62
General Debt Service (Identify)	\$2,742.70	\$0.00	\$0.00	\$2,742.70	\$0.00	\$0.00	\$2,742.70
Tax Abatement Debt Fund	\$2,165.20	\$0.00	\$0.00	\$2,165.20	\$0.00	\$0.00	\$2,165.20
Total	\$260,501.82	\$5,235.49	\$17,275.94	\$248,461.37	\$0.00	\$0.00	\$248,461.37

Darla Kellner	Vice Chair, Town Supervisor	Date
Jim Rolsing	Town Supervisor	Date
Sonya F Crocker	Chair, Town Supervisor	Date

As of 2/2/2026

Fiscal Year : 2026

of Fund

	<u>Beginning Balance</u>	<u>Total Receipts</u>	<u>Total Disbursements</u>	<u>Ending Balance</u>
General Fund	\$68,115.61	\$861.92	\$10,270.52	\$58,707.01
Road and Bridge	\$142,644.43	\$3,578.81	\$3,011.17	\$143,212.07
Recycling Fund	\$565.27	\$0.00	\$0.00	\$565.27
Fire Protection Fund	\$32,770.74	\$561.01	\$3,994.25	\$29,337.50
New Equipment/Gravel Fund	\$11,497.87	\$233.75	\$0.00	\$11,731.62
General Debt Service (Identify)	\$2,742.70	\$0.00	\$0.00	\$2,742.70
Tax Abatement Debt Fund	\$2,165.20	\$0.00	\$0.00	\$2,165.20
Total :	\$260,501.82	\$5,235.49	\$17,275.94	\$248,461.37

Fund Name: All Funds

Date Range: 01/01/2026 To 01/31/2026

<u>Date</u>	<u>Vendor</u>	<u>Check #</u>	<u>Description</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-O-P</u>	<u>Total</u>
01/12/2026	Payroll Period Ending 12/31/2025	10878	Officers Dec 2025	N	Clerk	100-41425-103-	\$ 1,219.87
	Total For Check	10878					\$ 1,219.87
01/12/2026	Payroll Period Ending 12/31/2025	10879	Officers Dec 2025	N	Council/Town Board	100-41110-103-	\$ 532.05
	Total For Check	10879					\$ 532.05
01/12/2026	Payroll Period Ending 12/31/2025	10880	Officers Dec 2025	N	Council/Town Board	100-41110-103-	\$ 464.53
	Total For Check	10880					\$ 464.53
01/12/2026	Payroll Period Ending 12/31/2025	10881	Officers Dec 2025	N	Road Maintenance Employee	201-43127-103-	\$ 69.26
	Total For Check	10881					\$ 69.26
01/12/2026	Payroll Period Ending 12/31/2025	10882	Officers Dec 2025	N	Treasurer	100-41510-103-	\$ 343.40
	Total For Check	10882					\$ 343.40
01/12/2026	Payroll Period Ending 12/31/2025	10883	Officers Dec 2025	N	Council/Town Board	100-41110-103-	\$ 129.29
	Total For Check	10883					\$ 129.29
01/12/2026	MATIT-Insurance Trust	10884	Workers Compensation	N	General Government	100-41001-361-	\$ 5,364.00
	Total For Check	10884					\$ 5,364.00
01/12/2026	Centra Sota Cooperative	10885	Diesel fuel	N	Road and Bridge Equipment	201-43126-217-	\$ 1,258.78
	Total For Check	10885					\$ 1,258.78
01/12/2026	Darla Kellner	10886	Mileage Hotel for MAT Conference 2025	N	Council/Town Board	100-41110-331-	\$ 67.20
	Total For Check	10886					
01/12/2026	Column Software PBC	10887	March Election Notice	N	Elections	100-41110-810-802	\$ 407.92
	Total For Check	10887					\$ 475.12
01/12/2026	Breanna Cielinski	10888	Phone and Transportation and Parking MAT Conference -	N	Clerk	100-41410-352-708	\$ 48.76
	Total For Check	10888					\$ 48.76
01/12/2026	Bonnie Orton	10889	Computer Anticirus and Ink	N	Treasurer	100-41425-321-	\$ 50.00
	Total For Check	10889					\$ 98.00
							\$ 6.30
							\$ 154.30
							\$ 8.58

Fund Name: All Funds

Date Range: 01/01/2026 To 01/31/2026

<u>Date</u>	<u>Vendor</u>	<u>Check #</u>	<u>Description</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-O-P</u>	<u>Total</u>
		10889				100-41510-309-	\$ 60.00
		10889					\$ 68.58
01/12/2026	Slade Fetters	10890	Phone, Miles - Flashlight and Batteries for Shop	N	Road Maintenance Employee	201-43127-215-	\$ 56.90
		10890				201-43127-321-	\$ 50.00
		10890				201-43127-331-	\$ 106.40
		10890					\$ 213.30
01/12/2026	ZIEGLER INC.	10891	Plow Truck Parts	N	Road and Bridge Equipment	201-43126-221-606	\$ 385.15
		10891					\$ 385.15
01/12/2026	Crow Wing Power	10892	Monthly Bill - dec	N	General Government Buildings and Plant	100-41940-381-	\$ 132.00
		10892					\$ 132.00
01/12/2026	Sonya Crocker	10893	Mileage	N	Council/Town Board	100-41110-331-	\$ 78.40
		10893					\$ 78.40
01/12/2026	DVS Renewal	10894	Mack Truck Lic. and Freight Renewal	N	Road and Bridge Equipment	201-43126-439-603	\$ 20.25
		10894				201-43126-439-606	\$ 20.25
		10894					\$ 40.50
01/12/2026	MN Association of Townships	10895	Minnesota Association of Township Annual Conference Darla and Breanna	N	Council/Town Board	100-41110-310-	\$ 200.00
		10895			Clerk	100-41425-310-	\$ 110.00
		10895					\$ 310.00
01/12/2026	Garrison Fire Dept.	10896	January - March 2026 Payment	N	Fire Protection-Contracted	225-42205-391-	\$ 3,994.25
		10896					\$ 3,994.25
01/12/2026	PERA	OL11220261	Officers December 2025	N	Council/Town Board	100-41110-121-	\$ 58.50
		OL11220261				100-41110-173-	\$ 58.50
		OL11220261			Clerk	100-41425-121-	\$ 107.25
		OL11220261				100-41425-173-	\$ 92.95
		OL11220261			Treasurer	100-41510-121-	\$ 30.00
		OL11220261				100-41510-173-	\$ 26.00
		OL11220261					\$ 373.20
01/12/2026	IRS	OL11220262	Federal Tax Deposit -for Q4 2025	N	Council/Town Board	100-41110-122-	\$ 127.18
		OL11220262				100-41110-135-	\$ 29.75

Fund Name: All Funds

Date Range: 01/01/2026 To 01/31/2026

<u>Date</u>	<u>Vendor</u>	<u>Check #</u>	<u>Description</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-O-P</u>	<u>Total</u>
		OL11220262				100-41110-171-	156.93
		OL11220262			Clerk	100-41425-122-	81.84
		OL11220262				100-41425-135-	19.14
		OL11220262			Treasurer	100-41425-171-	100.98
		OL11220262				100-41510-122-	24.80
		OL11220262				100-41510-135-	5.80
		OL11220262			Road Maintenance Employee	100-41510-171-	30.60
		OL11220262				201-43127-122-101	238.54
		OL11220262				201-43127-122-103	26.78
		OL11220262				201-43127-135-101	55.78
		OL11220262				201-43127-135-103	6.26
		OL11220262				201-43127-171-101	390.14
		OL11220262				201-43127-171-103	33.04
		Total For Check					\$ 1,327.56
01/12/2026	MN Revenue	OL11220263	4th Quarter 2025 Withholding	N	Road Maintenance Employee	201-43127-172-101	293.64
		Total For Check					\$ 293.64
Total For Selected Checks							\$ 17,275.94

Date Range : 2/1/2026 To 2/28/2026

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
02/09/2026	Minnesota Unemployment Insurance	Unemployment Insurance - Jon Stafford	10904	\$613.29			
02/09/2026	Jim Rolsing	Phone	10905	\$50.00	201-43127-142-	Road Maintenance Employee	\$613.29
02/09/2026	Slade Fetters	Phone & Miles	10906	\$207.54	100-41110-321-	Council/Town Board	\$50.00
02/09/2026	COURI & RUPPE, P.L.L.P	Hannah Trail Vaccation - Document and Phone Conversations	10907	\$300.00	201-43127-321- 201-43127-331-	Road Maintenance Employee Road Maintenance Employee	\$50.00 \$157.54
02/09/2026	Bonnie Orton	Miles & Ink	10908	\$41.60	201-41610-304-	City/Town Attorney	\$300.00
02/09/2026	Breanna Cielinski	Phone and Transportation	10909	\$68.13	100-41510-202- 100-41510-331-	Treasurer Treasurer	\$19.85 \$21.75
02/09/2026	Centra Sota Cooperative	Diesel fuel	10910	\$1,258.78	100-41425-321- 100-41425-331-	Clerk Clerk	\$50.00 \$18.13
02/09/2026	Crow Wing Power	Monthly Bill	10911	\$149.00	201-43126-217-	Road and Bridge Equipment	\$1,258.78
02/09/2026	ZIEGLER INC.	Caterpillar	10912	\$72.18	100-41940-381-	General Government Buildings and Plant	\$149.00
02/09/2026	Aitkin Independent Age	March Election - Mille Lacs Messenger	10913	\$54.00	201-43126-221-602	Road and Bridge Equipment	\$72.18
02/09/2026	MATIT-Insurance Trust	Workers Compensation	10914	\$5,364.00	201-41001-341-708	General Government	\$54.00
					100-41001-361-	General Government	\$5,364.00

Date Range : 2/1/2026 To 2/28/2026

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
02/09/2026	CWC Association of Townships	Township Dues	10915	\$200.00	100-41001-433-	General Government	\$200.00
02/09/2026	ECM Publishers, Inc.	March Elections-Morrison County Record	10916	\$59.27	100-41410-351-708	Elections	\$59.27
02/09/2026	CWC Highway Dept.	Salt & Sand	10917	\$514.69	201-43128-224-	Road Maintenance	\$514.69
02/09/2026	Card Service Center	Ink, Door Lock Office supplies and shop supplies	OL02042026 1	\$274.68	100-41425-202- 201-43127-212- 201-43127-228- 100-41425-201- 201-43127-215-	Clerk Road Maintenance Employee Road Maintenance Employee Clerk Road Maintenance Employee	\$47.98 \$89.94 \$36.97 \$26.73 \$73.06
02/09/2026	PERA	Pera - January 2026	OL02042026 2	\$884.40	100-41110-121- 100-41110-173- 100-41425-121- 100-41425-173- 100-41510-121- 100-41510-173- 201-43127-121- 201-43127-173-	Council/Town Board Council/Town Board Clerk Clerk Treasurer Treasurer Road Maintenance Employee Road Maintenance Employee	\$8.50 \$8.50 \$76.50 \$66.30 \$46.50 \$40.30 \$341.68 \$296.12
02/09/2026	IRS	Federal Tax Deposit -Q1 Jan 2026	OL02042026 3	\$498.42	100-41110-135- 100-41110-122- 100-41110-171- 100-41425-135- 100-41425-122- 100-41425-171- 100-41510-135- 100-41510-122- 100-41510-171-	Council/Town Board Council/Town Board Council/Town Board Clerk Clerk Clerk Treasurer Treasurer Treasurer	\$19.00 \$81.22 \$106.74 \$20.74 \$88.66 \$109.40 \$5.80 \$24.80 \$30.60

Date Range : 2/1/2026 To 2/28/2026

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
02/09/2026	IRS	Federal Tax Deposit -Q1 Feb 2026	OL02042026 4	\$1,144.29	201-43127-135-103	Road Maintenance Employee	\$1.09
					201-43127-122-103	Road Maintenance Employee	\$4.65
					201-43127-171-103	Road Maintenance Employee	\$5.74
					100-41001-106-	General Government	(\$0.02)
					100-41110-135-	Council/Town Board	\$3.21
					100-41110-122-	Council/Town Board	\$13.69
					100-41110-171-	Council/Town Board	\$16.90
					100-41425-135-	Clerk	\$14.86
					100-41425-122-	Clerk	\$63.52
					100-41425-171-	Clerk	\$78.38
					100-41510-135-	Treasurer	\$9.03
					100-41510-122-	Treasurer	\$38.61
					100-41510-171-	Treasurer	\$47.64
					201-43127-135-101	Road Maintenance Employee	\$66.35
					201-43127-122-101	Road Maintenance Employee	\$283.70
					201-43127-171-101	Road Maintenance Employee	\$509.68
					100-41001-106-	General Government	(\$4.36)
100-41410-135-	Elections	\$0.29					
100-41410-122-	Elections	\$1.25					
100-41410-171-	Elections	\$1.54					
Total For Selected Claims				\$11,754.27			\$11,754.27

Darla Kellner	Vice Chair, Town Supervisor	Date
Jim Rolsing	Town Supervisor	Date
Sonya F Crocker	Chair, Town Supervisor	Date